



Manager's Report

For Council Meeting 9/26/00

FINANCE

Listed below are the new businesses licensed during this period:

<u>Business Name</u>	<u>Address</u>	<u>Business Type</u>
Premier Electric Co.	851 McCalister Dr., SE	Electrical contractor
Dinner's Served- A Personal Chef Service	364 Deerpath Ave., SW	Personal chef service
Erudite Consulting	120 E. Market St., NE	Computer consulting
Perfect Finish Hair Salon	635 Nathan Place, NE	Hair salon
The Kitchen Collection	241 Fort Evans Road	Retail sales of kitchenware
The Ledges	2 W. Market Street	Restaurant
JCJS, Inc. dba. Stretch & Grow	314 Lawford Dr., SW	Fitness classes for 3-4 yr olds
Bargain Buggies Car Rental	17C 1 st Street	Car rental
S & S Snow Removal	520 N. Street, NE	Snow removal
Able Driving School	60-A Sycolin Road	Driving school

PERSONNEL

Pursuant to Section 4-3 of the Town Charter, the following personnel actions have occurred since the last report:

<u>New Hires</u>	<u>Position</u>	<u>Department</u>
Stacey Chunko	Accountant Clerk I	Finance
James Csizmadia	Maintenance Worker II	Eng. & Public Works
Twila Dew	Secretary	Parks & Recreation
Marantha Edwards	Tourism Coordinator	Economic Dev.

Resignations

There were none this period.

PARKS AND RECREATION

A community-wide clean-up and beautification day was held on Saturday, September 16, 2000, at the town's recently acquired Olde Izaak Walton Park. There were more than 75 volunteers and town staff present. All of the projects planned for the one-day event were accomplished. A team of approximately 15 Home Depot employees, from the Leesburg store, installed a beautiful landscaped area in front of the building, with a brick patio and bench. Home Depot donated \$2,000 in supplies for this project. Response from the community was overwhelming.

The Ida Lee Park Recreation Center hosted the National Basketball Association (NBA) on September 16, as part of its annual Player Orientation Program for first year players. The top draft choices for the upcoming season participated in a photo shoot for the trading card companies. This is the fourth consecutive year that Ida Lee has hosted the event.

PLANNING AND ZONING**Current Planning Division Activity****Plans accepted for review during the period September 6, 2000 – September 18, 2000**

- Potomac Station – Revised Preliminary Subdivision Plat
- Loudoun County Maintenance Facility – No Adverse Impact
- Leesburg Green – Minor Subdivision Plat
- Leesburg Area Elementary School – Preliminary/Final Development Plan
- Hampton Inn – Sketch Plan
- Hawkins Property – Preliminary Development Plan
- Beauregard Estates, Phase 5 – Preliminary Subdivision Plat
- Edwards Landing, Section 1 – Easement Plat
- DryMill Section 2B – Final Plat
- Loudoun County Maintenance Facility – No Adverse Impact
- Middleburg Bank – Preliminary/Final Development Plan

Plans reviewed during the period September 6, 2000 – September 18, 2000

- Kincaid Forest, Section 4B – Construction Drawings
- Leesburg Area Elementary School – Preliminary/Final Development Plan
- Loudoun County Maintenance Facility – No Adverse Impact
- Bowers / Warren Hill – Boundary Line Adjustment
- Edwards Landing, Section 1 – Rough Grading Plan
- Airport Commerce Park – Sketch Plan
- Parking Court Ordinance Amendments
- Royal Self Storage – Special Exception
- 24 Church Street – Rezoning

Zoning Permits issued (00-1161 thru 00-1207)**New Construction – Residential**

Beauregard Heights – 1 SFD @ \$150,000.
Dry Mill – 4 SFD @ \$160,000.
Exeter Hills – 2 SFD @ 100,000.
Greenway Farms – 2 SFD @ \$150,000.
Stratford Ph. “A” – 1 SFD @ \$90,000.
Stratford Ph. “B” – 2 SFD @ \$90,000.
Tavistock Farms – 3 SFD @ \$105,000.

New Construction – Commercial

21 Lawson Rd., SE – Storage Building with Office - @ \$1,000,000.
36-F Catoctin Circle, SE – Additional Office Space - @ \$1,000.
241 Ft. Evans Rd (Leesburg Corner- Home Elements) – Interior Renovation - @ \$75,000.
21 Catoctin Circle, NE – Leesburg Veterinary Hospital – Interior Renovation @ \$10,000.

Occupancy Permits Issued – Residential

Greenway Farms – 1 SFD
Kincaid Forest – 3 SFD
Potomac Crossing – 3 SFD
Stratford – 3 SFD
Sycamore Hill – 1 SFA
Tavistock – 3 SFD
Woodlea Manor – 1 SFD

Occupancy Permits Issued – Commercial

166 Ft. Evans Rd – Montessori School of Leesburg
241 Ft. Evans Rd – Leesburg Corner – Big and Tall Shop

UTILITIES**Water & Sewer Administration**

Lisa Smith and Amy Wyks attended the 22nd annual Customer Service Workshop September 5-8 sponsored by the AWWA.

Water Supply Division

a. **Capital Projects Update**
Water Treatment Plant Upgrade to 10 MGD

The contractor is performing the following major operations:

- Forming and placing concrete at filter building
- Laying block and brick at filter building
- Installing equipment at Flocculation Basins
- Special coating operations are in progress
- Excavating for Potassium Permanganate building

WTP Expansion Project Status

Dollar value complete 54% Time Elapsed 84%

The contractor continues to be approximately 30 days behind schedule.

Hospital Tank Pumping Station

- Floor slab has been poured
- Masonry work is scheduled to begin in October

Dollar value complete 12% Time Elapsed 65%

Water Storage Tank Improvements

- Hogback Mountain Tank painting operations are complete. After disinfection, the tank should be placed back in service the week of September 25.

Water Pollution Control Division**a. Training**

Ted Castel, Brian Bailey, and Bill Caulfield have received their training certificates for completing the one-week wastewater treatment courses at Va. Tech, Level III, II, & I, respectively.

Bill Caulfield has recently completed a specialized wastewater treatment correspondence course from the California State University.

b. Capital Projects**Biological Nutrient Removal Upgrade (BNR)**

Concrete placement and mechanical/electrical work continues in all structures. Project is approximately 63% complete and remains 70 workdays behind schedule.

Biosolids Management Upgrade (BMU)

Concrete and masonry work continues on the solids processing and screening buildings. Project is 18% complete and remains 35 workdays behind schedule.

Utility Lines Division**a. Capital Projects Update****Main Zone/Ida Lee Waterline**

Waterline and trail have been completed.

Sanitary Sewer Relining Phase I

90% of the trenchless sewerline rehabilitation is complete.

b. Training

Doug Anderson, Rick Schooley, Herb Gallahan, & Mike Noland attended the Customer Service Workshop September 6th and 7th sponsored by the AWWA.

R. S. Noe